

# LA Gov HCM Quick Tips

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## Layoff Determination Report (ZP12) Changes

In order to assist Human Resources with providing more information to Appointing Authorities when deciding on layoff or layoff avoidance issues, the ZP12, Layoff Determination Report has been revised to include career progression information and employee current salary.

The Career Progression Group (CPG) outputs from the entry in Organizational Management, Relationships infotype. The highest level of the CPG for a specific position should be generated from the 'BCTR' relationship shown on the position record, and the level at which the employee is performing should be generated from the 'B007' relationship as shown on the position record.

For example: A position may be in CPG with the highest level of the CPG as HR Analyst C. This would reflect in the 'BCTR' relationship. The employee in the position may be working at the HR Analyst A level, which would reflect in the 'B007' relationship.

This information will allow agencies to assess the various levels of the CPG to which the employee's current position participates as well as CPG levels of the position to which they may relocate in a layoff.

Employee current salary is reflected on the report to provide information on the amount of the employee's salary at the time the report is generated.

Questions? Call the Data Integrity Unit or your Assistance Consultant at (225) 342-8274